

MEETING MINUTES – WFIT Program Board

Date of Meeting: 04/24/2013 **Time:** 01:00pm-4:30pm MT

Location: NIFC, FPA Conference Room

Minutes Prepared By: John Gebhard

1. Meeting Purpose

This is the weekly meeting of the PB. The discussions continue to move from process discussions to operation of the Program Board and Working Groups.

Invitees with indication of Attendance

Andrea Olson, FWS	X	Chris Markel	X		
David Potter, BIA	X	John Gebhard	X		
Keith Smith	P	Jaymee Fojtik	X		
Richard del Hierro	X				
Erik Torres	X				

X – Present in person

P – Call in

Blank – Did not attend

2. Meeting Agenda

<i>No.</i>	<i>Item</i>	<i>Time</i>	<i>Owner</i>
1)	RAMS Next Steps	10	All
2)	Fire Year Investment Plan	10	All
3)	FY 15 Budget	10	All
4)	IFTDSS Proposal	30	John Cissel
5)	IFTDSS Evaluation	60	SEI
6)	As-Is to To-Be	30	PB, SEI

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3. Meeting Notes, Decisions, Issues

1. RAMS Next Steps. The RAMS proposal needs to be presented to the MAB for their review.
Action Item: Schedule a time with Bill Kaage to present RAMS to MAB.
2. Five Year Investment Plan. The next step is to look at the individual project plans and see if there are additional out year cost savings that can be achieved.
Action Item: All agencies need to provide a high level investment plan for each application. It would have enough budget detail to determine if additional cost savings can be achieved.
3. FY 15 Budget Request. The goal is to have a standard schedule and process between DOI and USDA. This is being worked on presently. In the meantime agencies will need to continue to provide individual reports back to their agencies.
4. IFTDSS. John Cissel provided a good briefing on IFTDSS, its history and intent. Refer to briefing slides posted on the SharePoint site for the details.
Action Item: Work with the MAB to identify a joint MAB/PB briefing date for IFTDSS in mid-June.
5. IFTDSS Review. SEI presented the schedule and objectives for their field level review of IFTDSS. They are including a broad range of sites and people to get a detailed view of IFTDSS and its operational use.
6. The Lines of Business (LOB). The MAB has validated the LOB document.

4. New Action Items

<i>Action</i>	<i>Assigned to</i>	<i>Due Date</i>	<i>Status</i>
Determine the System of Record For Unit ID's	PB	5/10/13	
See additional action items above			